CHAPTER 6 - SAFETY

6.1 - PURPOSE -

1. This chapter formally addresses the safety program for the facility. This chapter outlines individual responsibilities and the structure and implementation procedures for the facility safety program IAW AR 385-95. It is applicable to all persons associated with or conducting operations with the facility and will be supplemented as required by other applicable safety related regulations and policies.
2. The Accident Prevention Program will be based on a systems approach to accident/mishap causation and will incorporate current management techniques for identifying and eliminating or reducing underlying cause factors.

6.2 - SCOPE -

1. This document applies to all personnel assigned or attached to the facility. Supported unit commanders may augment the requirements of this plan. However, they may not in anyway reduce the requirements of this document.
2. Executive Order, DODI and 29 CFR 1910 require this command to comply with Occupational Safety and Health Act for applicable operations.

6.3 - RESPONSIBILITIES -

6.3.1 - FACILITY COMMANDER –

1. The development, management, and implementation of the Facility safety program as per AR 385-95.
2. Participation in safety meetings.
3. Functioning as president of the safety councils.
4. Supervising all aviation and ground operations, aircraft maintenance, standardization, and all portions of the administration and management of the ATP.
5. Advising and assisting supported commanders concerning the use of Facility aircraft and ground equipment. This includes insuring supported commanders are aware of their responsibilities for Aviation Safety.
6. For tasking subordinate commanders with the task of implementing and being actively involved in their safety programs. The Facility Commander shall review each subordinate commander's effectiveness in managing their safety program in the rating process.
7. The Facility Commander will comply with the safety duties listed in paragraph 1-6 a of AR 398-95.

6.3.2 - FACILITY SAFETY OFFICER –

The ASO who is responsible for the management of the Commander’s Accident Prevention Plan will be a graduate of U.S. Army Aviation Safety Officer’s Course at Fort Rucker, AL. The ASO will be appointed on orders as authorized and directed by appropriate NGB publications. He will also be responsible for both aviation and ground safety. The Safety Officer will coordinate with Operations, Maintenance, Flight Crews, Unit Commanders, Flight Surgeons, and the Airfield

Safety Officer, to ensure that safety practices are being properly managed and that all hazardous conditions are expeditiously resolved

6.3.3 - FACILITY SAFETY NCO –

The Safety NCO/Technician will be appointed on orders and is responsible for assisting the ASO and Alternate ASO in the management of the Commander's Accident Prevention Program. The Safety NCO will be a graduate of the Aviation Mishap Prevention Manager's Course.

6.3.4 - FACILITY ALTERNATE SAFETY OFFICER –

1. The Facility Alternate Safety Officer is responsible for:
2. The alternate ASO will also be appointed on orders and will assume the duties and responsibilities of the ASO in his absence. He will also be a graduate of the USASC's Aviation Safety Officer's Course.

6.3.5 - FACILITY AVIATION LIFE SUPPORT (ALSE) MANAGER -

1. Establishing a library of ALSE publications and ensuring that the unit pinpoint distribution account is updated to include required ALSE publications and necessary forms.
2. Ensuring that all ALSE is maintained in a high state of readiness through inspections, cleaning, fitting, testing, adjusting, and repairing.
3. Maintaining files on inspections, maintenance, expiration dates, and supply actions pertaining to ALSE.
4. Participating as the ALSE representative on accident prevention surveys, safety training and safety meetings.
5. Other safety duties as listed in paragraph 1-6 l of AR 385-95.

6.3.6 - LEADERS/SUPERVISORS -

1. Reading and complying with the Facility SOP.
2. Conducting required inspections in accordance with the safety inspection program.
3. Correcting all know deficiencies on the spot when possible.
4. Reporting all known deficiencies.
5. Reporting all unsafe conditions to the ASO when on the spot corrections can not be made.
6. Ensuring all individuals under their supervision receive safety training in job related activities.
7. Reporting all injuries to personnel and/or damage to aircraft and/or ground equipment immediately.

6.4 - SAFETY ADMINISTRATION -

6.4.1 - RISK MANAGEMENT -

1. This chapter will describe the risk management process and how the Unit will apply this process to operations IAW FM 100-14, Risk Management. The risk management process will be implemented in all procedures accomplished within the BN and any hazards that are identified will also be forwarded to the ASO for entry on the Hazard Inventory Log. The hazard tracking system is paramount in solving hazards. Responsibilities addressed in Chapter 6-3 denote the importance to individuals and supervisors with in the unit.
2. Risk Management is the process of identifying and controlling hazards to conserve combat power and resources. The five steps of risk management are:
   - Step 1. Identify hazards.
   - Step 2. Assess hazards to determine risks.

Step 3. Develop controls and make risk decisions.
Step 4. Implement controls.
Step 5. Supervise and evaluate.

6.4.1.1 - Aviation Risk Assessment -

A risk assessment will be completed by each PIC, covering all perceived hazards for that particular mission. The appropriate risk acceptance authority will review and brief the PIC. Risk acceptance authority for missions will conform to the aviation briefing officer assignments already established. Based on the hazards identified by this assessment corrective measures will be implemented by the crew and will be supervised by the commander and operations officer. The unit ASO's and the unit standardization pilots will continue to evaluate and update the risk management worksheet as necessary. The unit ASO's will remain the point of contact for any issues pertaining to aviation risk management.

6.4.2 - SAFETY BULLETIN BOARDS -

The Facility ASO/NCO are responsible for maintaining the Safety Bulletin Boards. They will insure that the most recent copies of the minutes of the Safety Council are posted. The bulletin boards will also contain a copy of the commander's safety policy, CAPP and any other information deemed appropriate by the ASO, the commander or the Safety Council.

6.4.3 - SAFETY LIBRARY -

ASO will maintain the unit safety library IAW AR 385-95 APPENDIX A and NG CIR 385-95.

6.4.4 - SAFETY AWARDS -

6.4.4.1 - Purpose -

To establish a formal program for recognizing unit personnel for outstanding achievement in the field of safety.

6.4.4.2 - Scope -

Applies to all personnel assigned facility. This program has been designed to permit a systematic approach to safety awards by establishing clear criteria for each safety award.

6.4.4.3 - References -

AR 672-74, FORSCOM Reg 385-1, and AR 385-95.

6.4.4.4 - Responsibilities -

6.4.4.4.1 - Commander -

The Commander is responsible for emphasizing the importance of safe duty performance through his support of the safety awards program. He should attempt to personally present each safety award.

6.4.4.4.2 - Safety Officer -

Responsible for the monthly tracking the safety awards and impact awards program and Maintain appropriate safety award files.

6.4.4.5 - Procedures -

All nominations will be given to the their supervisor for discussion during the safety council.

6.4.4.6 - Impact Safety Awards -

Impact Safety Awards will be given for any outstanding acts of safety or recognition of unsafe conditions. Anyone may nominate someone else for these awards. During the monthly safety meetings impact awards will be given for each safety tip. Examples of these types of awards are coffee mugs, stickers, certificates or any type of award the commander may deem necessary and the ASO can procure.

6.5 - PRE-ACCIDENT PLAN -

A Pre-Accident Plan will be established, and managed, by the Flight Operations Officer (per AR 385-95, CH 1-6 j. (7)), in coordination with the ASO, and will be rehearsed at least quarterly. The plan will be updated as necessary after rehearsal.

6.6 - SAFETY-OF-USE MESSAGES -

The Facility ASO is the program manager for all safety of use messages. The ASO balances new messages against each supported unit and disseminates accordingly.

6.7 - FUNCTIONAL FILES -

Facility and Company safety files will be maintained IAW AR 25-400-2. Files listed in Appendix C, NG CIR 385-95 may be utilized as a guide.

6.8 - 6-5 SURVEYS -

6.8.1 - HAZARD INVENTORY LOGS -

1. All methods of hazard identification will be used in order to detect potential hazards. Once a hazard has been identified it will be entered on a Hazard Log. The ASO is responsible for maintaining the Master Hazard Inventory Log. The ASO will provide commander with a copy of the Hazard Inventory Log. A report of Open Hazards will also be provided with each Safety Council Minutes and more often if needed. A copy of this report will also be posted to the Safety Bulletin Board.
2. The ASO will assist the Safety Council in reviewing the various hazards to analyze them to determine if there is a systemic defect that induces the hazard. The first step in this analytical process is to group the hazards into program areas. This is the responsible of the ASO and will be accomplished when he/she enters the data on the Master Hazard Inventory Log. Although on-the-spot corrects are desired, the fact that the hazard existed must be annotated on the Hazard Inventory Log so that systemic defects may be identified and eliminated.
3. The ASO will make a preliminary determination of the Risk Assessment Code (RAC) for each hazard identified by applying the “Risk Assessment Code Matrix” AR 385-10. The Commander and/or the Safety Council may adjust the RAC so long as it meets the standard of AR 385-10.
4. The ASO will maintain a Hazard Inventory Log that will be periodically reviewed during scheduled Safety Council Meetings.

ACCIDENT PROBABILITY					
HAZARD SEVERITY	**A** ***FREQUENT*** Individual Item: Likely to occur frequently in life of system , item, facility, etc. Fleet or inventory: Continuously experienced.	**B** ***PROBABLE*** Individual Item: Will occur several times in life of item. Fleet or inventory: Will occur frequently.	**C** ***OCCASIONAL*** Individual Item: Likely to occur sometime in life of item. Fleet or inventory: Will occur several times	**D** ***SELDOM*** Individual Item: Unlikely but possible to occur in life of item. Fleet or inventory: Unlikely, but can reasonable be expected to occur.	**E** ***UNLIKELY*** Individual Item: So inlikely it can be assumed occurrence may not be experienced. Fleet or inventory: Unlikely to occur, but possible.
I ***CATASTROPIC*** Death or permanent total disability, system loss, major property damage.	**1**	**1**	**2**	**3**	**5**
II ***CRITICAL*** Permanent partial disability or temporary total disability in excess of 3 months, major system damage, significant property damage.	**1**	**2**	**3**	**4**	**5**
III ***MARGINAL*** Minor injury, lost workday accident, or compensatible injury or illness; minor systems damage; minor property damage.	**2**	**3**	**4**	**5**	**5**
IV ***NEGLIGIBLE*** First aid or minor supportive medical treatment, minor system impairment.	**3**	**4**	**5**	**5**	**5**

RISK ASSESSMENT CODE MATRIX

6.9 - COUNTERMEASURES PROGRAM -

The countermeasure is the step or steps taken that will eliminate the hazard and/or system defect. While on-the-spot corrections must be made to reduce the potential hazard, an effective countermeasure will eliminate the source and the potential reoccurrence of the deficiencies or hazards.

Priorities for countermeasures will be implemented on a “worst-first” basis. This priority will be determined from the RAC and the Safety Councils’ review.

Countermeasure Criteria: Any countermeasure developed must fit the following criteria:

Cost Effectiveness - In times of constrained resources it is imperative that all countermeasures be cost effective.

Well Targeted - The countermeasure must be designed to specifically address the identified hazard and not be so broad in scope as to be ineffective in reducing the hazard(s).

Mission Supportive - The countermeasure must be designed to allow the Facility to be even more effective in mission performance while increasing Force Protection.

6.9.1 - SHORT-TERM VS LONG-TERM COUNTERMEASURES -

Short-term countermeasures are corrections applied immediately upon identification of the hazard. The purpose is to lessen or even alleviate the danger until a more permanent correction can be made. Short-term countermeasures include, but are not limited to, lock-out/tag-out systems, posting warning signs, hazard briefings, posting guards, etc.changes in unit training, redesign and/or engineering of equipment, replacement of equipment or new equipment.

6.10 - AIRCREW COORDINATION TRAINING (ACT)

The Facility Standardization Instructor Pilots (SIP's) will insure that aircrew coordination training is conducted IAW current directives. ACT will be included in all Safety Stand-downs, Standardization Evaluations and Aircrew Briefings. Evaluations of ACT proficiency will be included in aircraft CMS training annually.

6.11 - INFORMATION COLLECTION SOURCES -

6.11.1 - INTERNAL SOURCES -

(a) Safety Surveys.
(b) Quality Control Shop Inspections
(c) Accident or Incident Reports.
(d) Operational Hazard Reports (OHRs)
(e) Previous Inspections
(f) Supervisor Observations
(g) Personnel Interviews
(h) AAARs
(I) Unsolicited reports.
(j) Hazard Surveys.

6.11.2 - EXTERNAL SOURCES -

(a) Aviation Resource Management Surveys (ARMS)
(b) Aviation Accident Prevention Surveys (AAPS)
(c) OSHA Inspections
(d) Army published safety material: (*Countermeasures, FlightFax,* etc).
(e) Safety of Flight or Safety of Use messages.
(f) Safety Management Information System Databases such as AMIS, etc.
(g) World Wide Web sources such as US Army Safety Center, Ft. Rucker, industry home pages.

6.11.3 - AVIATION ACCIDENT PREVENTION SURVEYS -

6.11.4 - REFERENCES -

Appendix C, paragraph C-4, AR 385-95.
FORSCOM Aviation Resource Management Survey

6.11.5 - INTERNAL AND EXTERNAL SURVEYS:

1. Internal surveys are conducted by the unit. A formal Accident Prevention Survey will be performed and recorded on no less than a annual basis. The scheduling of these will be decided by the Commander based on advice from the ASO.
2. External surveys are conducted by outside agencies or resources such as ARMS, ASAAPS, etc.
3. The most current edition of the FORSCOM Aviation Resource Management Survey or similar guide will be used for conducting the surveys. Whenever possible the electronic copy available from the ASO of this document will be utilized to maximize hazard identification and reporting efficiency.

4. The ASO will maintain file copies of all hazards identified during these surveys and inspections. Hazards noted on surveys will be given to the ASO for inclusion in the Master Hazard Inventory Log.
5. Survey findings will be immediately reported by the survey officer/NCO to the responsible manager so that short-term countermeasures can be instituted immediately. Findings with high Risk Assessment Codes (RAC) will be reported immediately to the Commander.
6. The Aviation Safety Council will review the Hazard Logs and identified hazards at the next scheduled Council Meeting. Emphasis will be place on both short-term and long-term hazard abatement. All hazards so identified will be posted to the Master Hazard Inventory Log and copies of each log forwarded with the Safety Council minutes to higher headquarters to ensure that appropriate levels of command are advised of deficiencies.

6.11.6 - HANGAR & WORK AREA SUPERVISOR INSPECTION PROGRAM:

Each supervisor is responsible for the safety of his assigned area through a regular monthly safety inspection program. Hazards identified will be corrected at the lowest level possible. Problem areas beyond the supervisor's level of authority will be surfaced through either the chain of command or the safety council. Inspections are performed and documented at the company level with Hazards Logs forwarded through the appropriate company level ASO to the ASO.

6.12 - SAFETY COUNCILS -

6.12.1 - PURPOSE -

The purposes of the consolidated Safety Councils are to provide a forum to discuss safety-related matters. It assist in the identification and analysis of hazards, develops effective countermeasures, ensures the implementation of those countermeasures, oversees the control program, and allows program managers direct access to the decision makers within the Facility.

6.12.2 - SCOPE -

The Council is to review the total safety aspect of the Facility and to provide a working council for identifying problem areas and proposing possible solutions to existing problems

6.12.3 - RESPONSIBILITIES:

1. The Council will periodically review information collected from the various sources listed below:

Internal Semi-Annual Inspections	External Annual Inspections
Quality Control and Safety Inspections	Operational Hazard Reports
OSHA Complaints	Supply Records
ALSE Records	Spot Checks
Interviews	

2. The raw data collected will be analyzed to identify hazards and trends.
3. The Council will develop countermeasures to eliminate the root causes, which should take into consideration cost effectiveness, mission support, and a well-defined target.
4. The implementation process will put a countermeasure into operation. It will identify responsibilities and time factors to be met.
5. The Council will exercise control by establishing measurable standards that will indicate whether a countermeasure is performing as planned.

6.12.4 - MEMBERSHIP -

The Safety Council membership will include but is not limited to the following areas of representation:

Commander
SP/IPs
Quality Control
Aviation Life Support Officer
Operations Officer
FOD Technician/NCO
Hazardous Waste Manager
Flight Surgeon(if available)
ASO/Recorder
Maintenance Officer
Production Control Officer
Aircraft Mechanic Supervisor
Foreign Object Damage (FOD) Officer
Supply Technician
Quality Control Technician/NCO

6.12.5 - MINUTES AND MEETING REQUIREMENTS -

1. The Council will meet on a quarterly basis or at the call of the Commander.
2. Action officers and suspenses will be assigned to action items.
3. The meeting minutes will be published and distributed to each member and guests who were present.
4. Those who are members and were absent will also receive a copy.
5. The minutes will be maintained on file by the ASO and will be posted on the Safety Bulletin Boards in Bldg #913 and Hangars #1 and #2.
6. File copies will be maintained for two years.
7. Two copies will be forwarded to the State Aviation Safety Officer.

6.13 - MEETINGS AND TRAINING -

6.13.1 - FACILITY SAFETY MEETINGS -

1. The Facility Safety meeting/classes for all personnel will be held on a monthly basis. These meetings will normally be held in bldg #913 on the 3rd Thursday of every month. The agenda for the Aviation Safety Meetings will be posted on the safety bulletin boards. The commander, with advice from the ASO, after reviewing potential hazards will determine the additional agenda items for these meetings. These meetings may also be used as a part of a countermeasure to be implemented to abate an identified hazard.
2. Aviation Safety Meetings are mandatory for all personnel on full crewmember status. Personnel missing the primary briefing are required to makeup the meeting by either reading the meeting summary and/or viewing the video tape when available.
3. The ASO will establish and monitor the make up program for these classes. The Make-up meeting will normally be the same day of the following week. The ASO will report those who failed to attend the primary meeting to that person's chain-of-command to insure future compliance and make up of the missed meeting. Efforts should be made by ASO to adequately document the meeting and/or video tape the training to facilitate effective training make-up.

6.13.2 - SAFETY STAND-DOWNS -

1. Safety stand-downs are an essential element of the command safety program and will be conducted on at least an annual basis. During this period, there will be no scheduled flights, and all elements of the Facility and supported units will concentrate on safety classes,

inspections, and matters related to the safe conduct of the unit's mission based on assessment of the potential hazards faced by the command.

2. Bi-annual aviation safety meeting. The aso will coordinate and assist the sao with the bi-annual aviation safety meeting for all aviators, crew members and non-crew members on flight status, including active duty personnel. Iaw cal ar/ngr cir 385-95, units should include these meetings on their training schedules.

6.14 - ACCIDENT REPORTING / INVESTIGATIONS -

6.14.1 - ACCIDENT REPORTING -

1. This section prescribes policies and procedures for accident reporting and investigation for the facility. ALL ACCIDENTS (AVIATION / GROUND ON DUTY) MUST BE REPORTED TO ASO OR CDR.
2. Aircrew Responsibility After Mishap - It is paramount that each aircrew member understands his/her responsibilities during and after an aviation mishap. This section applies to all assigned, attached or OPCON crewmembers operating from the facility.
3. An aviation mishap occurs anytime damage is done to the aircraft or flight is aborted from the time the starter system is energized for the purpose of flight until the rotors are stopped. Air crewmember means occupants of both crew positions. Mishap classification will be done by the ASO or ASNCO IAW DA PAM 385-40.

6.14.2 - AIRCREW ACTIONS WHILE INVOLVED IN A MISHAP -

1. Crewmembers will take the appropriate actions required by the operator's manual to handle the situation.
2. Exercise sound judgement regarding continued flight. If in doubt land the aircraft as soon as practicable. Safety is the over-riding consideration!
3. Notify Tower or the controlling agency via radio of the nature of the emergency situation if time available.
4. Treat the injured and perform lifesaving measures if required.

6.14.3 - POST MISHAP AIRCREW RESPONSIBILITY-

1. Notify controlling agency ASAP after landing, ditching or abandoning the aircraft via any means available. Timeliness is of the essence.
2. Prepare a draft AAAR while the event is still fresh in their mind.
3. Be prepared to write a chronological synopsis overview of their activities 72 hours prior to the event.
4. Submit to a bio-chemical exam if visible damage has occurred ($2,000 and above). Because it is seldom possible to establish an immediate ECOD the visible damage criterion has been established.
5. Refrain from flying in the case of Class A, B, or C mishaps until the following are done:
    a. A flight surgeon releases the crewmember and the Operations Officer has a copy of the DA FORM 4186 (Up Slip).
    b. Annotation of involvement in an A, B, or C in crewmembers flight records.
    c. Complete a post mishap flight evaluation conducted by the unit standardization section. No crewmember with access to the controls will fly until the evaluation is complete and documented.

6.14.4 - ACCIDENT INVESTIGATIONS -

All accidents will be investigated to the extent deemed necessary. Accident investigation will be conducted by the ASO, or the commander's designated representative. Procedures for accident investigation will follow regulatory guidelines established per appropriate ARs, DA Pams and all other applicable regulations. The ASO will maintain files on accident investigations and utilize these to detect any trends, which may appear. Any trends detected will be annotated on the hazard log and brought to the attention of the commander. All investigations will be tracked on the appropriate tracking log (e.g. AAAR or AGAR Tracking Log).

6.14.5 - OPERATIONAL HAZARD REPORTS (OHR), DA FORM 2696-R (FOR AVIATION HAZARDS) -

1. DA Form 2696-R, Operation Hazard Report, is utilized to report any condition, action, or set of circumstances that comprise the safety of Army aircraft, associated personnel, airfields, or equipment. Use of the reproducible form is encouraged, but OHRs will be accepted in any form or format. The ASO accepting the OHR will transcribe the information on a DA Form 2696-R for all verbally received OHR reports.
2. All ASO and Safety NCO are responsible to insure that adequate supplies of blank OHR forms are available on unit Safety Bulletin Boards, in Flight Planning Areas, break areas, TOCs, etc.
3. The commander will insure that all personnel are trained in the use, purposes for, and impact of the OHR.
4. The ASO is responsible for managing the Facility's OHR program and maintaining the master file IAW with the MARKS system. Company level ASOs will maintain a file of OHRs originating in or processed by their units. All OHR's will be recorded on the appropriate Hazard Logs. Copies of all OHRs will be forwarded to the State ASO.
5. OHRs may be submitted to any Safety Officer or Safety NCO.
    a. OHRs concerning hazards existing solely within an individual company may be processed by that company's ASO and commander. An information copy shall be forwarded to the Facility ASO. When corrective action exceeds the authority of that unit's commander the OHR will be forwarded to the Facility ASO for processing and investigation by the Facility Commander.
    b. OHRs concerning hazards applicable to other elements other than their unit will be forwarded through the Company ASO to the Facility ASO for processing, investigation, and action. Company ASOs will maintain a copy of all the OHRs processed through them.
    c. OHRs will be promptly forwarded to the commander for action and returned within 10 days to the ASO. It will be returned to the originator within 20 days of the date it was received. In the event action cannot be completed within the twenty (20) working days, an interim report will be returned to the originator with an updated written report provided every 10 working days until the action is completed.

6.14.6 - EMPLOYEE REPORT OF ALLEGED UNSAFE/UNHEALTHFUL WORKING CONDITIONS, DA FORM 4755 -

1. This form is used to report solely ground oriented safety hazard. It will processed in the same manner and within the same time limits as an OHR.

2. The ASOs are required to insure that copies of this form are available on unit Safety Bulletin Boards, Break Rooms, and work areas.
3. Hazards reported on this form will be posted to the Hazard Log in the same manner as to OHR reported hazards.

6.14.7 - AVIATION ABBREVIATED ACCIDENT REPORTS (AAAR) -

1. Reference: AR 385-40.
2. Aviators will complete a AAAR worksheet anytime one of the following events occurs:
    a. Aircraft maintenance abort after APU start for the UH60 or Engine start for the UH1.
    b. Precautionary Landing. This includes system failures that are defined on the appropriate aircraft Operator's Manual as Land as Soon as Possible or Land as Soon as Practicable. Also included are discretionary landings as a result of deteriorating weather conditions and the mission can not be completed (i.e. results in RON).
    c. Aircraft Mishap regardless of damage amount.
    d. All AAARs will be completed within ten working days. Each AAAR will be reviewed by the ASO or Operations Officer for correctness/completeness and then forwarded to the State ASO. A draft copy will be maintained on file by the SAO. An Incident Report will be forwarded immediately to the State Aviation Officer and to the Crisis Action Center (OTAG).
3. Aviators and aircrew members involved in accidents or mishaps are responsible for:
    a. Executing the proper emergency procedure to ensure safety of the crew and aircraft.
    b. Taking what steps are required to render first aid to any injured personnel and preventing further damage to the aircraft.
    c. Notifying the unit by the most expeditious means available.
    d. Not flying the aircraft until it is released by competent maintenance authority.
    e. Completing the AAAR immediately upon return to the unit and providing investigating authorities with factual and complete information regarding the incident.
    f. Undergoing regulatory mandated blood and urine testing if required.

6.14.8 - ABBREVIATED GROUND ACCIDENT REPORT (AGAR) -

6.14.8.1 - References -

AR 385-40 and DA Pam 385-40.

6.14.8.2 - General -

An AGAR is submitted when an on duty accident or incident, Class A, B, C, or D, occurs involving Army Military Vehicles, other Army vehicles, such as tugs, Army operated vehicles, Privately Owned Vehicles, and other accidents described in AR 385-40, para. 2-4.

6.14.8.3 - Responsibilities -

6.14.8.3.1 - Supervisors -

1. Inform the command of any ground accident or incident immediately through the most direct means possible.
2. Complete the initial AGAR to the best of their ability.

3. Be the point of contact for Safety Officers and provide the information necessary for the AGAR.

6.14.8.4 - Safety Officer -

1. Investigate the accident and complete the final AGAR.
2. Insure timely preparation and submission of all AGARs.
3. Be the point of contact for other organizations and higher headquarters.
4. Insure all AGARs are logged and kept on file for tracking purposes.
5. Submit the final AGAR within 30 days to the following:
   a. Via fax - USASC.
   b. Via fax - NGB-AVN_S.
   c. Via state distribution - State Safety Office.
   d. Log AGAR on the Accident Log.
   e. Review AGAR during next Quarterly Safety Briefing.

6.15 - SAFETY RELATED PROGRAMS -

This section prescribes policies and procedures for the administration of all units' safety related programs. Additional Duty personnel will be identified and placed on orders to run each of these programs. The Facility ASO will be the overall monitor for these programs and will inspect them regularly. Hazards in all safety related programs will be processed as per the Hazard Tracking section of this SOP.

6.15.1 - HEARING CONSERVATION PROGRAM -

Detailed procedures regarding this program as it applies are located in The Hearing Conservation annex.

6.15.2 - FIRE PREVENTION PROGRAM -

Detailed procedures regarding this program as it applies are located in the Fire Prevention annex.

6.15.3 - HAZARD COMMUNICATION (HAZCOM) PROGRAM -

Detailed procedures regarding this program as it applies are located in the HAZCOM annex.

6.15.4 - FOD PREVENTION -

Detailed procedures regarding this program as it applies are located in the FOD Prevention annex.

6.15.5 - RESPIRATORY PROTECTION -

Detailed procedures regarding this program as it applies are located in the Respiratory Protection annex.

6.15.6 - RADIOLOGICAL PROTECTION -

Detailed procedures regarding this program as it applies are located in the Radiological Protection annex.

6.15.7 - PROTECTIVE CLOTHING AND EQUIPMENT (PCE) -

Detailed procedures regarding this program as it applies are located in the Protective Clothing and Equipment annex.

6.15.8 - AMMUNITION/EXPLOSIVES/WEAPONS HANDLING -

Detailed procedures regarding this program as it applies are located in the Ammunition/Explosives/Weapons Handling annex.

6.15.9 - LASER OPERATIONS -

Detailed procedures regarding this program as it applies are located in the Laser operations annex.

6.15.10 - CREW ENDURANCE -

Detailed procedures regarding this program as it applies are located in the Crew endurance annex.

6.15.11 - NEW EMPLOYEE SAFETY -

Detailed procedures regarding this program as it applies are located in the New Employee Safety Checklist annex.

6.15.12 - DRIVER TRAINING -

Driver training guidance outlined in the Drivers Training annex.